



AGENDA
February 25, 2020
Council Conference Meeting
7:00 p.m.

APPOINTMENTS

PRESENTATIONS

BIDS

RESOLUTIONS

Finance Policy Committee

1. Resolution authorizing the Chief Financial Officer to refund dog license fee
2. Resolution authorizing the Chief Financial Officer to draw warrants for participant payment to The Westwood for the annual Daddy-Daughter Dance
3. Resolution authorizing the Chief Financial Officer to draw a warrant for overpaid taxes for the year 2020
4. Resolution authorizing the purchase of a Recreation Department vehicle
5. Resolution to award contract for redevelopment planning services
6. Resolution to appoint Construction Code Official
7. Resolution authorizing the Chief Financial Officer to make a budget transfer

Public Safety, Transportation and Parking Committee

Code Review & Town Property Committee

1. Resolution to approve Sidewalk Café Licenses
2. Resolution designating an area of the Town of Westfield, as more particularly described herein, as “An area in need of Redevelopment”, pursuant to the Local Redevelopment and Housing Law

Public Works Committee

1. Resolution awarding contract for professional engineering services to HL Petroleum
2. Resolution authorizing Change Order No. 1 for the 2019 Leaf Collection Program (Various Vendors)

ORDINANCES

GENERAL ORDINANCE NO. 2160

AN ORDINANCE AMENDING THE CODE OF THE TOWN OF WESTFIELD, NEW JERSEY, IN ORDER TO REQUIRE NOTIFICATION TO THE DOWNTOWN WESTFIELD CORPORATION OF BUILDING PERMIT AND DEVELOPMENT APPLICATIONS

GENERAL ORDINANCE NO. 2161

AN ORDINANCE AMENDING THE TOWN CODE TO ESTABLISH
REGULATIONS CONCERNING VACANT AND/OR ABANDONED PROPERTIES

GENERAL BUSINESS

PBA Car Show

COMMITTEE REPORTS

Public Works Committee

Code Review and Town Property Committee

OPEN DISCUSSION BY CITIZENS (as needed)

EXECUTIVE SESSION

REMINDER

Next Conference Meeting – March 10, 2020

Next Council Meeting – March 10, 2020

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

FEBRUARY 25, 2020

RESOLVED that the Chief Financial Officer be and is hereby authorized to issue a warrant for \$16.00 for the payment of the 2020 Animal License application fee to:

Linda Kolterjahn
1445 Lamberts Mill Road
Westfield, NJ 07090

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

FEBRUARY 25, 2020

WHEREAS, the Westfield Recreation Department's annual Daddy-Daughter Dance held at The Westwood for Westfield residents is scheduled for Sunday March 8, 2020 and,

WHEREAS, payment for each participant to The Westwood is required day of the event;

NOW, THEREFORE, BE IT RESOLVED, that the Chief Financial Officer is hereby authorized to prepare warrants for participant payment to The Westwood located at 438 North Ave., Garwood, NJ 07027 in an amount of \$18,000 charged to the Recreation Department's Trust 217 Account (T05-600-071)

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

FEBRUARY 25, 2020

RESOLVED that the Chief Financial Officer be, and he hereby is authorized to draw warrants to the following persons, these amounts being overpaid for 2020:

Block/Lot/Qualifier Name	Property Address	Quarter/Year Amount
808/4 LAVELLE, William	602 Embree Crescent	1 st /2020 \$4,003.84
4702/53 QUAY, Patrick	972 Cherokee Court	1 st /2020 \$4,215.62

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY
RESOLUTION NO. -2020

FINANCE POLICY COMMITTEE

FEBRUARY 25, 2020

WHEREAS, a need exists for the purchase of a 14 Passenger Bus with a Wheelchair lift for the Recreation Department as provided for in Special Ordinance No. 2216C, and

WHEREAS, the contract to purchase this item is to be awarded to an authorized vendor through a Cooperative Purchasing agreement #HCESC-Trans 19-11 with the Hunterdon County Education Services Commission, of which the Town of Westfield is a member, and

WHEREAS, this equipment will be sufficient to meet the needs of the Department, and

WHEREAS, the New Jersey State Public Contract Law 40A:11-3 states that when accepting an item under a Cooperative Purchasing Agreement, a resolution must be adopted by the Governing Body, and

WHEREAS, the Town Treasurer certified to the availability of adequate funds for payment, which will be in the amount of \$71,768.12 charged to Special Ordinance No. 2216C, account number C-07-19-221-6C1 under Purchase Order #20-00582 prepared in accordance with N.J.A.C. 5:30 1.10.

NOW, THEREFORE BE IT RESOLVED that the Town of Westfield will purchase the following equipment from the indicated vendor:

H.A. DeHart & Sons Inc.

311 Crown Point Road

Thorofare, NJ 08086

(1) 2020 Ford E350 Diamond Line VIP 14 Passenger Bus w/wheelchair lift	\$71,768.12
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BE IT FURTHER RESOLVED that the proper Town Officials be, and they are hereby authorized to take whatever actions are appropriate in the execution and discharge of this Contract.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO. 2020

FINANCE POLICY COMMITTEE

FEBRUARY 25, 2020

WHEREAS, a need exists for the Town of Westfield to retain professional redevelopment planning services; and

WHEREAS, the Town of Westfield issued a Request for Qualifications (RFQ) for said redevelopment planning services through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq., and

WHEREAS, Philip Abramson, AICP/PP, Topology NJ, LLC, submitted a proposal, indicating that Topology NJ, LLC would provide the above referenced services based on the fees set forth in the firm's cost proposal; and

WHEREAS, the Town of Westfield has deemed that the background, experience and qualifications of the respondent herein satisfy the criteria set forth in the RFQ; and

WHEREAS, a Certificate of the Chief Financial Officer, certifying the availability of adequate funds for this contract, prepared in accordance with N.J.A.C. 5:30-5.4, will be furnished to the Town Clerk, subject to the availability of funds in the 2020 Budget. Expenditure of funds pursuant to this contract is to be charged to Account 20-1001-190-216.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Town of Westfield enters into a contract with Topology NJ, LLC, 60 Union Street, Newark, New Jersey 07102 in conjunction with the services provided by Philip Abramson, AICP/PP, to provide redevelopment planning services to the Town of Westfield.
2. The term of the contract will be for a period ending December 31, 2020.
3. This contract may be renewed for two (2) additional one (1) year terms, at the Town's discretion.
4. The estimated total fees for the year shall not exceed \$50,000 with this expenditure charged to the appropriate account.
5. This contract is awarded pursuant to the "fair and open" process (N.J.S.A. 19:44A-20.5 et seq.).

TOWN OF WESTFIELD
WESTFIELD, NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

FEBRUARY 25, 2020

WHEREAS, Steven Freedman retired from the position of Construction Official on January 31, 2020, and

WHEREAS, Frank Vuoso has demonstrated his capabilities to serve as Construction Official and possesses the necessary license (008912) to serve as Construction Official, and

WHEREAS, the Town Engineer , pursuant to Section 2-11 of the Town Code and N.J.A.C. 53:27D-126 has appointed Mr. Vuoso as Construction Official for a four (4) year term, effective February 24, 2020, with approval of the Town Administrator and consent of Mayor and Town Council.

NOW, THEREFORE BE IT RESOLVED, that the Town Council hereby concurs with the Town Engineer and approves the appointment of Frank Vuoso as Construction Official for a term of four (4) years, effective February 24, 2020, and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the New Jersey Department of Community Affairs, Office of Regulatory Affairs.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO. 2020

FINANCE POLICY COMMITTEE

FEBRUARY 25, 2020

RESOLVED that the Chief Financial Officer be and he is hereby authorized to make the following transfer(s) in the 2019 Budget (Appropriation Reserve) accounts:

	<u>OUT</u>	<u>IN</u>
<u>CURRENT FUND</u>		
ADMINISTRATION		
9-01-100-256 Other Expenses (O/E)		500
TAX ASSESSOR		
9-01-110-201 (O/E)		100
FIRE		
9-01-125-221 (O/E)	1,500	
9-01-125-222 (O/E)	600	
FIRE SAFETY OFFICIAL		
9-01-127-203 (O/E)	1,500	
9-01-127-211 (O&E)	1,500	
POLICE		
9-01-130-246 (O/E)		2,000
PUBLIC WORKS		
9-01-137-254 (O/E)		2,500
	<hr/> \$5,100	<hr/> \$5,100
<u>SWIM POOL FUND</u>		
POOL OPERATING		
9-03-195-101 Salaries & Wages (S&W)		500
9-03-195-202 (O/E)	500	
	<hr/> \$500	<hr/> \$500

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

CODE REVIEW & TOWN PROPERTY COMMITTEE

FEBRUARY 25, 2020

WHEREAS, pursuant to Chapter 24 Article VII Section 24-47 of the Town Code the Town Council has authorized the licensing of Sidewalk Cafés, and

WHEREAS, the establishments listed have made application as required by Sec. 24-48 of the Town Code, and

WHEREAS, the establishments listed have met all the terms and conditions as required,

NOW, THEREFORE BE IT RESOLVED, that the Town Council of the Town of Westfield hereby grants licenses to the establishments listed to operate sidewalk cafés and the Town Clerk be, and is hereby authorized to issue said licenses.

1958 Cuban Cuisine
Bovella's Pastry Shoppe
Chipotle Mexican Grill
Ferraro's Restaurant
Fresh Bui
Bagel Chateau
Turning Point
Xocolatz Café
Starbucks
Farinolio
Brunella Portuguese Deli
Sweet Waters

301 South Ave West
101 East Broad Street
117 East Broad Street
8-14 Elm Street
57 Elm Street
223 South Ave East
137 Central Ave
235 Elmer Street
117 Central Avenue
121 East Broad Street
615 South Ave West
43 Elm Street

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

CODE REVIEW & TOWN PROPERTY COMMITTEE

FEBRUARY 25, 2020

**RESOLUTION DESIGNATING AN AREA OF THE TOWN OF WESTFIELD, AS
MORE PARTICULARLY DESCRIBED HEREIN, AS “AN AREA IN NEED OF
REDEVELOPMENT”, PURSUANT TO THE LOCAL REDEVELOPMENT AND
HOUSING LAW**

WHEREAS, on September 3, 2019, the Mayor and Council adopted Resolution Number 220-2019, requesting and authorizing the Planning Board to undertake a preliminary investigation to determine whether the following properties:

Block 3307, Lots 1 & 2;
Block 4004, Lot 17; and
Block 4005, Lots 3 & 4;

as identified on the Official Tax Map of the Town of Westfield (the “**Study Area**”) qualify as a “non-condemnation” area in need of redevelopment pursuant to the Local Redevelopment and Housing Law, *N.J.S.A.* 40A:12A-1, et seq. (the “**Redevelopment Law**”); and

WHEREAS, the Planning Board retained the services of the Town Planner, Donald B. Sammet, PP/AICP (“**Mr. Sammet**”), to assist in conducting the necessary investigations and analysis to determine whether the Study Area does or does not qualify as an area in need of redevelopment under the criteria set forth in the Redevelopment Law; and

WHEREAS, Mr. Sammet conducted such investigations and prepared a report of his investigations entitled “*Area in Need of Redevelopment Preliminary Investigation Report: Block 3307, Lots 1 and 2; Block 4004, Lot 17; Block 4005, Lots 3 and 4*” dated December 9, 2019 (the “**Redevelopment Investigation Report**”); and

WHEREAS, the Redevelopment Investigation Report concludes that the Study Area and the properties therein exhibit conditions which conform with various redevelopment criterion, including criteria a, b, d and h under Section 5 of the Redevelopment Law, *N.J.S.A.* 40A:12A-5, as more specifically set forth in the Redevelopment Investigation Report; and

WHEREAS, on January 6, 2020, the Planning Board conducted a duly-noticed public hearing, pursuant to *N.J.S.A.* 40A:12A-6, at which time it heard a presentation of the Redevelopment Investigation Report by Mr. Sammet, the primary author of the Redevelopment Investigation Report, as well as comments from members of the public in attendance; and

WHEREAS, Mr. Sammet responded to questions from the Planning Board members and members of the public; and

WHEREAS, based upon the Redevelopment Investigation Report, Mr. Sammet's testimony concerning the Redevelopment Investigation Report and the comments from the public, the Planning Board accepted the findings of the Redevelopment Investigation Report and concluded that the Study Area meets the criteria for designation as an area in need of redevelopment under the Redevelopment Law and recommending that the Mayor and Council designate the Study Area as an area in need of redevelopment, pursuant to the Redevelopment Law; and

WHEREAS, the Mayor and Council accept the conclusions of the Redevelopment Investigation Report and the Planning Board's recommendation and wish to designate the Study Area as an area in need of redevelopment.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Westfield that the Study Area described herein be and hereby is designated as a Non-Condemnation Redevelopment Area, pursuant to the Redevelopment Law.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

PUBLIC WORKS COMMITTEE

FEBRUARY 25, 2020

WHEREAS, by Resolution 278-2018, dated November 6, 2018, the Town of Westfield hired HL Petroleum Co., Inc., a Licensed Site Remediation Professional (LSRP) to perform the necessary environmental investigation and evaluation of municipally-owned facilities in the Town of Westfield Public Works Complex, in order to be in compliance with New Jersey Department of Environmental Protection (NJDEP) regulations, and

WHEREAS, during the course of their evaluation of these facilities, HL Petroleum Co., Inc., identified a potential matter that needs an initial investigation to determine compliance with appropriate NJDEP protocols, and

WHEREAS, the Town Engineer has reviewed the Proposal, dated February 5, 2020, and recommends that a professional services contract for the aforementioned services be awarded to HL Petroleum Co., Inc., P.O. Box 1247, 2020 Clinton Street, Linden, NJ 07036, pursuant to N.J.S.A. 40A:11-5(1)a(i), "Exceptions to bidding for Professional Services, and

WHEREAS, Certificate of the Town Treasurer, certifying to the availability of adequate funds for this contract, prepared in accordance with N.J.A.C. 5:30 1.10 has been furnished to the Town Clerk. Expenditure of funds to be charged to Public Works Operating Account 137-254, under Purchase Order 20-00580.

NOW THEREFORE BE IT RESOLVED by the Town Council of the Town of Westfield that the aforementioned contract for professional engineering services be awarded to HL Petroleum Co., Inc., P.O. Box 1247, 2020 Clinton Street, Linden, NJ 07036, in an amount not to exceed \$12,000.00.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

PUBLIC WORKS COMMITTEE

FEBRUARY 25, 2020

WHEREAS, a need existed for the contract rental of privately owned equipment for use by the Department of Public Works in the 2019 Leaf Collection Program, as provided for in Public Works account 137-246, and

WHEREAS, by Resolution 240-2019, dated September 24, 2019, various contracts were awarded to the low bidders to perform the necessary work, and

WHEREAS, N.J.A.C. 5:30 provides for increases in the contract price for unanticipated adjustments through Change Order and Council Resolution, and

WHEREAS, conditions were encountered during the leaf collection program that necessitated additional work from the equipment than had been originally anticipated, and

WHEREAS, Certificate of the Town Treasurer, certifying to the availability of adequate funds for the amended contract price, as described below, prepared in accordance with N.J.A.C. 5:30 1.10 has been furnished to the Town Clerk. The amended contracts, totalling of \$33,010.50, is to be charged to the Clean Communities Grant, account number G-01-15-137-201.

NOW THEREFORE BE IT RESOLVED, that Change Order No. 1 in the following amounts be authorized:

Messercola Excavating	increase \$ 2,176.00
Camarato Trucking, Inc.	increase \$29,464.50
Ameritico Disposal	increase \$ 3,628.00
Frank Galbraith & Son	increase \$ 2,440.00
Jesco, Inc	reduce \$(-4,698.00)

BE IT FURTHER RESOLVED, that the proper Town Officials be, and they are hereby, authorized to make Final Payment and to effect whatever actions are necessary in the execution and discharge of this amendment for the **2019 Leaf Collection Program**.



**TOWN OF WESTFIELD
TOWN COUNCIL
REGULAR MEETING**

**Tuesday, February 11, 2020
8:00 PM**

PROPOSED AGENDA

This agenda is prepared for the information of the public. It is the order of the meeting; however, if changes in order, deletions or additions are made, they will be noted at the time.

1. Roll Call
2. Invocation
3. Salute to the flag
4. Presentations
 - Green Team Medallion Program Announcement
 - Affordable Housing Compliance Update
5. Appointments

Special Improvement District Board

Owner Director - Lillian Pien *December 31, 2020*

Operator Director - Roberta Loew *December 31, 2021*

Resident Director - Michael LaPlace *December 31, 2020*

Resident Director - Bob Conway *December 31, 2022*

6. Advertised Hearings
 1. GENERAL ORDINANCE NO. 2158
AN ORDINANCE TO AMEND THE CODE OF THE TOWN OF WESTFIELD,
CHAPTER 13
 2. GENERAL ORDINANCE NO. 2159

AN ORDINANCE ESTABLISHING THE HUMAN RELATIONS
COMMISSION FOR THE TOWN OF WESTFIELD

3. SPECIAL ORDINANCE NO. 2219

A SPECIAL ORDINANCE AUTHORIZING THE SALE OF
TOWN PROPERTY KNOWN AS 320 VIRGINIA STREET,
BLOCK 5706, LOT 2 IN THE TOWN OF WESTFIELD

7. Approval of Minutes from Town Council Conference Session held February 11, 2020
Approval of Minutes from Town Council Executive Session held February 11, 2020
Approval of Minutes from Town Council Regular Meeting held February 11, 2020
8. Petitions and Communications
9. Open discussion by citizens
10. Bills and Claims in the amount of \$255,458.81
11. Reports of Standing Committees

Finance Policy Committee

8. Resolution authorizing the Chief Financial Officer to refund dog license fee
9. Resolution authorizing the Chief Financial Officer to draw warrants for participant payment to The Westwood for the annual Daddy-Daughter Dance
10. Resolution authorizing the Chief Financial Officer to draw a warrant for overpaid taxes for the year 2020
11. Resolution authorizing the purchase of a Recreation Department vehicle
12. Resolution to award contract for redevelopment planning services
13. Resolution to appoint Construction Code Official
14. Resolution authorizing the Chief Financial Officer to make a budget transfer

Public Safety, Transportation and Parking Committee

Code Review & Town Property Committee

1. Resolution to approve Sidewalk Café Licenses
2. Resolution designating an area of the Town of Westfield, as more particularly described herein, as "An area in need of Redevelopment", pursuant to the Local Redevelopment and Housing Law
3. GENERAL ORDINANCE NO. 2160
AN ORDINANCE AMENDING THE CODE OF THE TOWN OF WESTFIELD, NEW JERSEY, IN ORDER TO REQUIRE NOTIFICATION TO THE DOWNTOWN WESTFIELD CORPORATION OF BUILDING PERMIT AND DEVELOPMENT APPLICATIONS
4. GENERAL ORDINANCE NO. 2161
AN ORDINANCE AMENDING THE TOWN CODE TO ESTABLISH REGULATIONS CONCERNING VACANT AND/OR ABANDONED PROPERTIES

Public Works Committee

1. Resolution awarding contract for professional engineering services to HL Petroleum
2. Resolution authorizing Change Order No. 1 for the 2019 Leaf Collection Program
(Various Vendors)

12. Reports of Department Heads

Adjournment